

JUSTICE AND PUBLIC SAFETY CABINET
Department of Corrections
(Amendment)

501 KAR 6:170. Green River Correctional Complex.

RELATES TO: KRS Chapters 196, 197, 439

STATUTORY AUTHORITY: 196.035, 197.020, 439.470, 439.590, 439.640

NECESSITY, FUNCTION, AND CONFORMITY: KRS 196.035, 197.020, 439.470, 439.590, and 439.640 authorize the Justice Cabinet and Department of Corrections to promulgate administrative regulations necessary and suitable for the proper administration of the department or any of its divisions. These policies and procedures are incorporated by reference in order to comply with the accreditation standards of the American Correctional Association. This administrative regulation establishes the policies and procedures for the Green River Correctional Complex.

Section 1. Incorporation by Reference. (1) "Green River Correctional Complex Policies and Procedures", March 14, 2018~~[January 12, 2017]~~, is incorporated by reference. Green River Correctional Complex Policies and Procedures include:

GRCC 01-06-01 Inmate Access to and Communication with GRCC Staff (Amended 11/15/07)

GRCC 01-07-01 Institutional Tours of GRCC (Amended 11/15/07)

GRCC 01-08-01 GRCC Cooperation with Outside Bodies Including Courts, Governmental, Legislative, Executive, and Community Agencies (Amended 11/15/07)

GRCC 01-12-01 Public Information and Media Communication (Amended 11/15/07)

GRCC 01-13-01 Tobacco Free (Amended 4/14/14)

GRCC 02-01-02 Fiscal Management: Accounting Procedures (Amended 11/15/07)

GRCC 02-01-03 Fiscal Management: Agency Funds (Amended 11/15/07)

GRCC 02-06-01 Inmate Canteen (Amended 11/15/07)

GRCC 02-07-01 Inmate Personal Funds (Amended 11/15/07)

GRCC 03-12-01 Confidentiality of Information, Roles and Services of Consultants, Contract Personnel, Volunteers, and Student Interns (Amended 11/15/07)

GRCC 05-02-01 Outside Consultation and Research (Amended 11/15/07)

GRCC 06-01-01 Offender Records (Amended 4/14/14)

GRCC 08-02-01 Fire Safety (Amended 4/14/14)

GRCC 09-01-01 Inmate Counts (Amended 4/14/14)

GRCC 09-02-01 Inmate Unauthorized Substance Abuse Testing (Amended 2/13/14)

GRCC 09-04-01 Inmate Death (Amended 2/13/14)

GRCC 10-01-01 Restrictive Housing Unit (Amended 3/14/18 ~~[4/12/17]~~)

GRCC 11-01-01 Food Service: General Guidelines (Amended 4/14/14)

GRCC 11-02-01 Food Service: Security (Amended 2/13/14)

GRCC 11-03-01 Dining Room Guidelines (Amended 2/13/14)

GRCC 11-04-01 Food Service: Meals (Amended 2/13/14)

GRCC 11-04-02 Food Service: Menu, Nutrition and Restricted Diets (Amended 2/13/14)

GRCC 11-06-01 Health Requirements of Food Handlers (Amended 11/15/07)

GRCC 11-07-01 Food Service: Inspections and Sanitation (Amended 2/13/14)

GRCC 12-01-01 Clothing, Bedding, Hygiene Supplies, and Barber Shop (Amended 4/14/14)

GRCC 13-02-01 Medical Services: Sick Call, Physician's Clinics and Pill Call (Amended 9/14/2005)

GRCC 13-02-02 Medical Services: Copayment (Amended 9/14/2005)
GRCC 13-02-03 Continuing of Care: Health Evaluations, Intrasystem Transfer, Individual Treatment Plans (Amended 9/14/2005)
GRCC 13-03-01 Use of Pharmaceutical Products (Amended 9/14/2005)
GRCC 13-04-01 Health Records (Amended 9/14/2005)
GRCC 13-04-02 Psychological and Psychiatric Reports (Amended 11/8/2005)
GRCC 13-05-01 Management of Serious and Infectious Diseases (Amended 9/14/2005)
GRCC 13-06-01 Mental Health Services (Amended 2/26/16)
GRCC 13-08-01 Eye Care (Amended 5/10/16)
GRCC 13-09-01 Dental Care (Amended 9/14/2005)
GRCC 13-10-01 Transfers and Medical Profiles (Amended 2/26/16)
GRCC 13-11-01 Informed Consent (Amended 2/26/16)
GRCC 13-12-01 Medical Housing Unit~~[Infirmity Care]~~ (Amended 3/14/18~~[9/14/2005]~~)
GRCC 13-13-01 Inmate Self-administration of Medication (Amended 2/26/16)
GRCC 13-15-01 Health Education Program and Detoxification (Amended 9/14/2005)
GRCC 14-01-01 Inmate Rights and Responsibilities (Amended 11/15/07)
GRCC 14-02-01 Legal Services Program (Amended 1/12/17)
GRCC 16-01-01 Inmate Visiting (Amended 1/12/17)
GRCC 16-02-02 Inmate Correspondence and Privileged Mail (Amended 2/13/14)
GRCC 16-03-01 Inmate Telephone Communications (Amended 1/12/17)
GRCC 16-04-01 Inmate Packages (Amended 11/15/07)
GRCC 17-01-01 Inmate Property Control (Amended 2/13/14)
GRCC 17-02-01 GRCC Inmate Receiving and Orientation Process (Amended 11/15/07)
GRCC 17-03-01 Procedure for Sending Televisions to Outside Dealer for Repair (Amended 11/15/07)
GRCC 18-01-01 Inmate Classification (Amended 1/12/17)
GRCC 18-02-01 Meritorious Housing (Amended 1/12/17)
GRCC 18-02-02 Meritorious Visitation Program (Amended 2/13/14)
GRCC 18-03-01 Minimum Security Unit: Operating Procedures and Living Conditions (Added 11/15/07)
GRCC 18-04-01 Lesbian, Gay, Bisexual, Transgender, and Intersex (LGBTI) (Added 5/10/16)
GRCC 19-01-01 Inmate Work Program (Amended 11/15/07)
GRCC 19-01-02 90-Day Unassigned Status (Amended 2/13/14)
GRCC 20-01-01 Educational Programs (Amended 2/26/16)
GRCC 21-01-01 Library Services (Amended 2/13/14)
GRCC 22-01-01 Recreation Programs (Amended 11/15/07)
GRCC 22-02-01 Inmate Clubs and Organizations (Amended 2/13/14)
GRCC 22-04-01 Arts and Crafts Projects (Amended 11/15/07)
~~[GRCC 22-05-01 Inmate Photo Project (Amended 2/13/14)]~~
GRCC 23-01-01 Religious Programs (Amended 11/15/07)
GRCC 23-02-01 Death or Hospitalization of an Inmate's Family Member and Notification of Inmates (Amended 2/13/14)
GRCC 24-01-01 Social Services and Counseling Program (Amended 11/15/07)
GRCC 25-01-01 Prerelease Program (Amended 1/12/17)
GRCC 25-01-02 Inmate Release Process (Amended 5/10/16)
GRCC 25-02-01 Parole Hearing Procedure (Amended 2/26/16)
GRCC 26-01-01 Citizen Involvement and Volunteer Services Program (Amended 3/14/18~~[2/13/14]~~)

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Justice and Public Safety Office, Office of Legal Services, 125 Holmes Street, 2nd Floor, Frankfort, Kentucky 40601, phone (502) 564-8215, fax (502) 564-6686 Monday through Friday, 8 a.m. to 4:30 p.m.

JAMES ERWIN, Acting Commissioner

APPROVED BY AGENCY: March 13, 2018

FILED WITH LRC: March 14, 2018 at noon

PUBLIC HEARING AND PUBLIC COMMENT PERIOD: A public hearing on this administrative regulation shall be held on April 24, 2018, at 9:00 a.m. at the Justice and Public Safety Cabinet, 125 Holmes Street, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through April 30, 2018. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Amy V. Barker, Assistant General Counsel, Justice & Public Safety Cabinet, 125 Holmes Street, Frankfort, Kentucky 40601, phone (502) 564-3279, fax (502) 564-6686, email Justice.RegContact@ky.gov.

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

Contact Person: Amy Barker

(1) Provide a brief summary of:

(a) What this administrative regulation does: This regulation incorporates by reference the policies and procedures governing the Green River Correctional Complex including the rights and responsibilities of employees and the inmate population.

(b) The necessity of this administrative regulation: To conform to the requirements of KRS 196.035 and 197.020 and to meet ACA requirements.

(c) How this administrative regulation conforms to the content of the authorizing statutes: The regulation governs the operations of the Green River Correctional Complex.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: The regulation and material incorporated by reference provide direction and information to employees concerning employee duties, inmate responsibilities, and the procedures that govern operations of the institution.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: The amendment brings the Green River Correctional Complex into compliance with ACA Standards and updates current practices for the institution.

(b) The necessity of the amendment to this administrative regulation: To conform to the requirements of KRS 196.035 and 197.020.

(c) How the amendment conforms to the content of the authorizing statutes: The Commissioner or his authorized representative is permitted to implement or amend practices or procedures to ensure the safe and efficient operation of the Green River Correctional Complex.

(d) How the amendment will assist in the effective administration of the statutes: The amendment provides staff and inmates information concerning the effective and orderly man-

agement of this institution.

(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: This affects the Green River Correctional Complex 230 employees, 969 inmates, and all volunteers and visitors to the institution.

(4) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment: Staff and inmates will have to follow the changes made in the policies and procedures. The institution, employees, and inmates will have to change their actions to comply with any operational changes made by this regulation.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3): An increase in cost is not anticipated to the entities from the changes in operations made in the amendments.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3): The operational changes will assist in the effective and orderly management of the institution.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: No additional cost is anticipated.

(b) On a continuing basis: No additional cost is anticipated.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Green River Correctional Complex budgeted funds

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No increase in fees or funding is anticipated.

(8) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: The amendment does not increase or decrease any fee.

(9) TIERING: Is tiering applied? No. Tiering was not appropriate in this administrative regulation because the administrative regulation applies equally to all those individuals or entities regulated by it.

FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

(1) What units, parts, or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? The amendments to this regulation impact the operation of Green River Correctional Complex.

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 196.035 and 197.020

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? The amendment to this regulation will not create any revenue.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? The amendment to this regulation will not create any revenue.

(c) How much will it cost to administer this program for the first year? The amendment to this regulation impacts how GRCC operates but does not increase costs from what was previously budgeted.

(d) How much will it cost to administer this program for subsequent years? The amendment to this regulation impacts how GRCC operates but does not increase costs from what was previously budgeted.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-):

Expenditures (+/-):

Other Explanation: